

U.S. Office of Personnel Management
Division for Human Capital Leadership & Merit System Accountability
Classification Appeals Programs

Dallas Field Services Group
700 North Pearl Street, Suite 525
Dallas, TX 75201

Classification Appeal Decision
Under section 5112 of title 5, United States Code

Appellant: [appellant]

Agency classification: Audiovisual Specialist
GS-1001-9

Organization: Training Service Center
Directorate of Information Management
U. S. Army Garrison
Department of Army
[location]

OPM decision: GS-1001-9
Title at agency discretion

OPM decision number: C-1001-09-01

Marta Brito Pérez
Associate Director, Division for Human Capital
Leadership & Merit System Accountability

May 18, 2005

Date

As provided in section 511.612 of title 5, Code of Federal Regulations, this decision constitutes a certificate that is mandatory and binding on all administrative, certifying, payroll, disbursing, and accounting officials of the government. The agency is responsible for reviewing its classification decisions for identical, similar, or related positions to ensure consistency with this decision. There is no right of further appeal. This decision is subject to discretionary review only under conditions and time limits specified in the *Introduction to the Position Classification Standards*, appendix 4, section G (address provided in appendix 4, section H).

Decision sent to:

[appellant's name and address]

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Introduction

On December 17, 2004, the Dallas Field Services Group of the U.S. Office of Personnel Management (OPM) accepted a classification appeal from [appellant]. We received his agency's administrative report on January 14, 2005. The appellant's position is currently classified as an Audiovisual Specialist, GS-1001-9. He believes that his duties warrant classification as an Audiovisual Specialist (Quality Assurance Evaluator (QAE)), GS-1001-11. His position is assigned to the Training Service Center (TSC), Directorate of Information Management, United States Army Garrison, at [geographic location]. We have accepted and decided his appeal under section 5112 of title 5, United States Code (U.S.C.).

General issues

The appellant submitted a request for upgrade of his position through his servicing Civilian Personnel Operations Center (CPOC) based on similarities between his position and one at another installation's TSC that is classified as Audiovisual Specialist (QAE), GS-1001-11. The CPOC sustained its original classification finding. By law, we must classify positions solely by comparing the appellant's current duties and responsibilities to OPM standards and guidelines (5 U.S.C. 5106, 5107, and 5112). Since comparison to the standards is the exclusive method for classifying positions, we cannot compare the appellant's current duties to other positions, which may or may not be classified correctly, as a basis for deciding an appeal.

The position description (PD) for the other location does involve some similar duties. However, positions which may on the surface appear similar may include significantly different duties and responsibilities that affect the classification. A PD does not stand alone and without knowing the mission and function of the organization in which the position is located, a classification determination cannot be made.

Like OPM, the appellant's agency must classify positions based on comparison to OPM standards and guidelines. However, the agency also has primary responsibility for ensuring that its positions are classified consistently with OPM appeal decisions. If the appellant considers his position so similar to others that they warrant the same classification, he may pursue the matter by writing to his human resources headquarters office. In doing so, he should specify the precise organizational location, classification, duties, and responsibilities of the positions in question. If the positions are found to be basically the same as his, the agency must correct their classification to be consistent with this appeal decision. Otherwise, the agency should explain to him the differences between his position and the others.

The appellant serves as the COR and TSO in the absence of his supervisor. However, as provided in the *Introduction to the Classification Standards, Section III J.*, duties carried out only in the absence of other employee cannot be considered paramount for grade level purposes.

Position information

The mission of the TSC is to provide support to [installation], [state name] National Guard, and Reserve Units in [three states] in the areas of consultation, design, fabrication, production,

storage, and issue/loan of training aids, simulators, multimedia equipment, visual information products, devices, and services. As a result of an A-76 study and the implementation of the installation's Most Efficient Organization (MEO), the TSC became a Government-owned, contractor-managed operation on April 1, 2003. About 16 contract employees now perform the functions previously performed by government employees. Three Government-in-Nature (GIN) employees remain in the TSC function, which includes the appellant; an Administrative Assistant (OA), GS-303-5; and their supervisor, the Training Support Center Manager, GS-301-12. The TSC Manager serves as the Training Services Officer (TSO), Visual Information Manager, and Contracting Officer's Representative (COR) for the TSC contract.

The primary duty of the appealed position is to assist the COR in monitoring the day-to-day activities and performance of the TSC contractor. The appellant inspects the visual information products and services produced and performed by the contractor to ensure compliance with required technical standards, schedules, and cost. Contract employees in three branches of the TSC perform the following products and services: (1) visual information, (2) training devices, and (3) service (loan and issue). Visual information products consist of photography, graphics, and multimedia television, such as live broadcasts through a cable channel of news and information, including training and public service announcements. Training devices consist of three-dimensional training aids, such as simulated weapons and targets for military training purposes. The loan and issue service allows customers to check-out and return government-owned training equipment, such as general training aids (digital video disks and tapes), audiovisual equipment, public address systems, mock weapons, and mock-up systems (training simulators).

Customers fill-out work orders at the TSC outlining specifications of the work to be completed. The TSC clerk reviews all work orders for completeness and designates a priority to the work order. For example, Priority 1 work orders are high visibility and short time frame requests (one or two days), such as items required for deployment and Congressional information; Priority 2 work orders are usually required for training conducted within two weeks; and Priority 3 work orders are completed as work permits. The clerk refers the complicated issues to the appellant or the TSC Manager. At that point, the appellant may act as a liaison between the customer and the contractor to negotiate timeliness, materials, or cost.

The appellant inspects and evaluates the final product and the work in progress by using the following methods: random inspection, review of all Priority 1 orders, and through incidental checks. The random inspection or selection method involves using a random number generator (computer-generated sample) that selects the time, date, and inspection items in a particular branch or functional area to inspect. The appellant reviews all Priority 1 orders or high visibility items, such as those required for deployment and also reviews a statistically representative sample of Priority 2 and 3 completed products. He also conducts incidental or on-the-spot checks of items, as needed.

When the inspected product does not meet the customers' specifications or standards for quality, the appellant informally negotiates with the contractor to correct the problem or submits a discrepancy report to the project manager and contracting officer. These discrepancies usually result from misinterpretation of the written work order, e.g., incorrect font or paper type, rather

than from the contractor's processes. The appellant also ensures that the contractor's performance adheres to the provisions of the Performance Work Statement (PWS) and the Quality Assurance Surveillance Plan (QASP). A committee comprised of the appellant, COR, contracting officer, and the industrial property specialist, reviews the PWS and QASP annually, and proposes modifications as appropriate. This committee presents any modifications to the PWS and QASP to the contractor for negotiation.

The appellant prepares monthly reports regarding the TSC contract. For example, the appellant prepares a monthly contract status report for the contractor and the contracting officer with a copy to his supervisor, detailing the findings of his inspections and his evaluation of the contractor's performance. The contracting officer forwards this information to a committee who determines whether the contractor will receive a bonus or deduction, and the monetary amount of either.

As a government-owned contractor-managed operation, the TSC contractor buys materials, such as wood and plastic, but requests the purchase of equipment, such as lathes and saws, from the government. The appellant reviews the contractor's requests for new equipment and has the authority to purchase items under \$2,500. The appellant is responsible for purchasing government equipment in the most cost effective and practical manner and for preparing a monthly credit card report on these expenditures to his supervisor and the budget officer.

The supervisor has certified as to the accuracy of the appellant's PD, # [number]. The CPOC revised the statement of duties in response to the appellant's concerns. We find the PD includes the major duties assigned to and performed by the appellant and we incorporate it by reference into our decision.

In making our decision, we carefully considered all of the information contained in the written record. This includes information provided by the appellant and the agency, including his current work assignments and PD of record. The record information was supplemented by a telephone audit with the appellant on February 2, 2005, and a telephone interview with his first-level supervisor on February 3, 2005.

Series, title, and standard determination

The agency placed the position in the GS-1001 series with a title of Audiovisual Specialist. The appellant agrees with the series and title determinations, but believes the title should include the parenthetical designation of QAE. The appellant also believes the Quality Assurance Series, GS-1910, covers aspects of his work and should also be used for grade level determination.

A mixed series position involves work covered by more than one occupational series. For most positions, the grade-controlling work determines the series. However, when the work of the position is covered by two or more series in one occupational group and one series is not paramount, the general series for that group is used, typically the -01 series. In order to make the appropriate determination, we reviewed the definitions for the Quality Assurance Series, GS-1910, Audiovisual Production Series, GS-1071, and the Visual Information Series, GS-1084, and the Grade Evaluation Guide (GEG) for Visual Arts Work.

The GS-1910 position classification standard includes all positions that perform, administer, or advise on work concerned with assuring the quality of products acquired and used by the Federal Government. This work involves (1) the development of plans and programs for achieving and maintaining product quality throughout the item's life cycle; (2) monitoring operations to prevent the production of defects and to verify adherence to quality plans and requirements; and (3) analysis and investigation of adverse quality trends or conditions and initiation of corrective action.

Although quality cannot be "inspected" into the finished product, inspection is only one of a variety of techniques used by quality assurance specialists. In general, quality assurance focuses its activities on the identification, prevention, and correction of unsatisfactory conditions or elements that influence acceptability of the end product. We find that the appellant performs quality inspection rather than quality assurance work. As in inspection work, the primary purpose of the appellant's observation is to provide a basis for accepting or rejecting the product, service, or process involved. The primary concern of his work is to use knowledge of visual information processes, methods, and standards to determine conformance of the product to the customers' needs and/or technical specifications and report on the quality of the contractor's performance. Work which primarily involves inspection or test functions is excluded from this series; therefore the work performed by the appellant is not covered by and may not be evaluated by comparison with the Quality Assurance Series, GS-1910, position classification standard.

The appellant's duties include aspects of GS-1071 work that involve supervising or performing work in the production of videotaped and live television programs; live and prerecorded broadcasts; motion picture films; broadcast type closed circuit teleconferences; and other similar productions. Additionally, the appealed position includes work covered by the GS-1084 series, which includes positions that supervise or perform work involved in communicating information through visual means. Work in this series includes the design and display of such visual materials as photographs, illustrations, diagrams, graphs, objects, models, slides, and charts used in books, magazines, pamphlets, exhibits, live or video-recorded speeches or lectures, and other means of communicating. Neither series is predominant. Therefore, we find this position appropriately classified in the general series GS-1001 in the Information and Arts Group.

OPM has not prescribed titles for positions in the GS-1001 series. Therefore, according to section III.H.2 of the *Introduction to the Position Classification Standards*, the appellant's agency may choose the official title for his position. In doing so, the agency should follow the titling guidance in that section.

The agency used the GS-1071 Audiovisual Production Series for grade level determination. While this standard describes a portion of the appellant's work, we find the GEG for Visual Arts Work provides grading criteria that are more appropriate for assessing the totality of the position. This guide provides criteria for evaluating the grade level of work classified in the following visual arts-related series: Exhibits Specialist Series, GS-1010; Illustrating Series, GS-1020; and the Visual Information Series, GS-1084. While specific techniques and products differ among these occupational specialties, they all possess the requirement for planning and, in some cases, personally executing the creation of a visual product intended to convey information.

Grade determination

The GEG for Visual Arts Work is written in the Factor Evaluation System (FES) format, which uses nine factors. Under the FES, each factor level description in a standard describes the minimum characteristics needed to receive credit for the described level. Therefore, if a position fails to meet the criteria in a factor level description in any significant aspect, it must be credited at the next lower level. Conversely, the position may exceed those criteria in some aspects and still not be credited at a higher level. Our evaluation with respect to the nine factors follows.

Factor 1, Knowledge required by the position

This factor measures the nature and extent of information or facts a worker must understand in order to do acceptable work (e.g., steps, procedures, practices, rules, policies, theories, principles, and concepts) and the nature and extent of skills needed to apply those knowledges. To be used as a basis for selecting a level under this factor, the knowledge must be required and applied.

At Level 1-6, the work requires knowledge of a variety of methods, techniques, and materials used in the design, production, and reproduction of visual products to plan the technical details of, or produce aesthetically composed visual products in a timely manner. In addition, the work requires basic knowledge of specialized subject matter, or technical equipment; a field peculiar to the employing organization; or a range of general subjects relating to the work of the organization. This knowledge is needed to understand the specifications of visual material assignments with little explanation or research.

At Level 1-7, in addition to knowledge of visual arts methods and techniques required at Level 1-6, work at this level requires knowledge of the subject matter area supported or depicted that is thorough enough to plan visual products that interpret subject matter content information provided with the assignment. Employees typically are required to apply knowledge of a subject matter or program area in order to develop original designs, concepts, or visual styles for publications, exhibits, or presentation materials that present to the public the idea or image desired by the organization. Knowledge is also used to transform spoken or written descriptions of items, processes, issues, or events into visual representations without benefit of existing pictures, models, or diagrams.

Level 1-6 is met. The appealed position requires application of basic knowledge of a variety of methods, techniques, and materials used in the design, production, and reproduction of visual products, such as graphic art, photography, multimedia, and video production. The appellant uses the basic knowledge of visual arts methods and techniques to ensure that the finished products of the TSC contractors meet the customers' specifications, including timeliness, as well as the standards defined in the PWS and QASP.

The position does not meet Level 1-7. The nature of the appellant's work does not lend itself to the use of this level of knowledge since the work does not require the appellant to have the additional knowledge of the subject-matter of training areas supported to develop original

concepts or designs typical of Level 1-7. Any design questions are resolved between the customer and the contractor and are included in the statement of work.

This factor is credited with Level 1-6 (950 points).

Factor 2, Supervisory Controls

This factor considers the nature and extent of direct or indirect controls exercised by the supervisor, the employee's responsibility, and the review of completed work. Supervisory controls are measured by the way assignments are made, instructions are given, priorities and deadlines are set, objectives and boundaries are defined, and the way work is reviewed.

At Level 2-3, the supervisor makes assignments by defining objectives, priorities, and deadlines, and assists the employee where projects call for substantial departures from established styles or formats, or from customary methods or materials. The employee plans and carries out the successive steps of producing the visual product, and independently solves technical problems that arise in the course of using common materials, methods, or techniques. The employee is personally responsible for the aesthetic quality of the visual product. Completed work is evaluated for compliance with established practice and policy and for meeting the objectives of the assignment. Only methods that represent substantial departures from customary practice are reviewed in detail.

At Level 2-4, the employee is given only the broad objectives and resource limitations of the project. The employee consults with the supervisor or client to develop specific ideas on the appearance and contents of the product. This differs from Level 2-3 where projects are based on the ideas and suggestions developed by the supervisor or client. The employee independently plans and carries out visual arts projects; resolves most differences of opinion or interpretation with clients or contractors; and coordinates the work with clients, contractors, and others such as project team members or structural and fire safety experts. Completed work is reviewed only in terms of its effectiveness in meeting the overall objectives of the projects. This is generally based on the degree of client satisfaction.

The level of responsibility under which the appellant works is comparable to Level 2-3. As described in this level, the appellant plans and carries out the successive steps of the job and independently solves technical problems that arise. He performs his duties independently within objectives, priorities, and deadlines established by the supervisor, customer, and the contractor's PWS and QASP. Typical of Level 2-3, his supervisor reviews his inspection procedures and reports for technical soundness, appropriateness, timeliness, and conformity to policy and requirements. The appellant informs his supervisor on a daily basis regarding his contract surveillance activities and the TSC contractor's performance.

Level 2-4 is not fully met. Although the appellant plans his contract surveillance work and independently resolves most differences between the customer and the contractor, the position operates within established objectives, priorities, and deadlines set by the supervisor, customer, and the contractor's PWS and QASP. This precludes his position from working with the broad

objectives and resource limitations of the project or developing specific ideas on the appearance and contents of the product found at Level 2-4.

We credit this factor with Level 2-3 (275 points)

Factor 3, Guidelines

This factor covers the nature of the guidelines used and the judgment needed to apply them.

At Level 3-3, the subject matter is well defined and the aspects to be depicted are already decided. Unlike the next lower level, formats or methods have not been specified in detail with total accuracy. Guidelines consist primarily of examples of previous similar, but not identical projects done for the organization; examples of similar but not identical visual products found in books or magazines; or sketches, construction drawings, photographs, virtually intact specimens, or other materials provided by clients. The employee must use judgment in transforming these ideas and visual materials into finished visual products that achieve the desired purpose and effect. The employee is expected to recognize where precedent projects, design specifications, or materials offered by clients must be adapted, decide how they should be adapted, and recommend these changes.

At Level 3-4, the subject matter to be depicted is either novel or vague, and the form and content of the visual product are left to the employee's discretion. The projects are unique and guidelines are scarce or of limited use. The employee must research the subject matter, search for appropriate visual elements, or test new materials and methods.

The guidelines used by the appellant match Level 3-3. The appellant's primary guidelines and working documents consist of the TSC contractor's PWS and QASP. These documents specifically outline the requirements of the contract and the standards of quality that the contractor must provide. In addition, the appellant uses technical guides for the performance of his duties, such as broadcast standards when working with television, and exercises judgment in interpreting general agency guides. Generally, the customer defines the subject matter and decides the aspects to be depicted. For example, the customer fills out work orders at the TSC outlining specifications of the work to be completed.

Level 3-4 is not met. The appellant's functional responsibilities do not lend themselves to these kinds of guidelines. The subject matter is rather well defined, as opposed to novel nor vague, as at Level 3-4. The projects performed at the TSC are not considered unique in nature, but generally have existing precedence and guidelines available and the customers generally outline the specification for work requested.

We credit this factor with Level 3-3 (275 points).

Factor 4, Complexity

This factor covers the nature, number, variety, and intricacy of tasks, steps, process, or methods in the work performed; the difficulty in identifying what needs to be done; and the difficulty and originality involved in performing the work.

At Level 4-3, the work involves a variety of visual arts projects, each with its own sequence of different technical processes. Themes or subjects, as well as the general format (medium, color scheme, overall dimensions, etc.) to be used, are already established, or specified by others. The emphasis is on technical proficiency in the development of visual products. This differs from the next lower level where projects involve either isolated tasks in producing a visual product or creating faithful copies of existing illustrations, models, or other visual products with specified minor changes. The employee makes decisions necessary to work out details of the final visual product (illustration, publication, or two-dimensional exhibit layout, free-standing three-dimensional exhibit case, sequence of slides or transparencies) after the subject, theme, and general format have been determined and presented to the employee in the form of sketches, scale models, plans, or diagrams. The employee applies knowledge of the characteristics of a variety of art media and visual materials and methods to produce finished visual products. These products typically present factual information or depict specific operations or occurrences, and are based on design concepts and subject matter content provided by others.

At Level 4-4, the work involves varied projects requiring the application of a wide range of methods, techniques, materials, or art media. The projects are conventional, but no format or visual style has been specified. Visual products have been produced before on the same general subject matter and in the same general manner of presentation. The emphasis is on planning, research, and collaboration with persons knowledgeable in the subject matter to be presented. The work requires decisions on how best to present specified subject matter information. Projects typically require departure from past approaches used in design or production to create a new visual effect or aspects of the subject to be emphasized.

The appellant's work is comparable to Level 4-3. The work consists of a variety of training products and technical processes. For example, visual information products include photography, graphics, and multimedia television, such as live broadcasts through cable channel of news and information, including training and public service announcements. Training devices include three-dimensional training aids, such as simulated weapons and targets for military training purposes. Additionally, the loan and issue service allows customers to check-out and return government-owned training equipment, such as general training aids (digital video disks and tapes), audiovisual equipment, public address system, mock weapons, and mock-up systems (training simulators). The appellant's position requires the application of knowledge and an understanding of a variety of art media and visual materials, in order to inspect the quality of the products or services provided by the TSC contractors. As at this level, the products present factual information or depict specific operations or occurrences, and are based on design concepts and subject matter content provided by others

The work of the position does not meet Level 4-4. At that level, the work involves projects that require the use of a wider range of methods, techniques, materials, or art media than those used

in the appealed position. The appellant's work is concentrated mainly on inspecting the training products and services generated by the three branches of the TSC to assure conformance with specifications, quality, and timeliness. The work does not typically involve the breadth or complexity required for projects that depart from past approaches used in the design or production. Unlike Level 4-4, the appellant is not tasked with planning, research, and collaboration with persons knowledgeable in the subject matter to be presented, or deciding on how best to present specified subject matter information

We credit this factor with Level 4-3 (150 points).

Factor 5, Scope and effect

This factor covers the relationship between the nature of the work and the effect of the work and the effect of the work products or services both within and outside the organization.

At Level 5-3, the purpose of the work is to develop a variety of conventional visual products. The work products support and affect the adequacy of such activities as public information, training, or developing technical publications.

Level 5-4, the purpose of the work is to design visual products characterized by their novelty and unusual scale involving a multiplicity of media or individual visual components. Designs affect a wide range of activities both within and outside the agency, such as in-house production operations, procurement actions, and finance office transactions; the activities of private sector visual arts production contractors; and the activities of other local, State, and Federal agencies involved in related work.

The appealed position matches Level 5-3. The purpose of the work is to determine acceptability of the variety of conventional visual products developed in the TSC and evaluate the quality of the contractor's performance. The appellant determines whether the products and services conform to customer and/or technical specifications. The work products produced by the contractor support and affect the adequacy of such activities as public information, training, and development of technical publications.

The work does not meet Level 5-4. The work products reviewed by the appellant are not considered novel or of unusual scale, nor do they incorporate a multiplicity of media or individual visual components. Although varied, these products do not affect the activities of other local, State, and Federal agencies involved in related work, but are generally produced or performed in one of the three branches, visual information, training devices, and service (loan and issue) for use at the installation and its supported Guard and Reserve units.

We credit this factor with Level 5-3 (150 points).

Factor 6, Personal contacts, and Factor 7, Purpose of contacts

These factors include face-to-face contacts and telephone dialogue with persons not in the supervisory chain, and pertain to the reasons the contacts are made. Above the lowest level,

points are credited under this factor only for contacts that are essential for successful performance of the work and that have a demonstrable impact on the difficulty and responsibility of the work performed.

Personal contacts

Personal contacts made at Level 2 are with employees in the same agency, but outside the visual arts organization. Persons may either be requesting the services of the visual arts employee or providing information or services to the visual arts employee.

Personal contacts at Level 3 are with individuals or groups from outside the agency on matters for which there is no routine working relationship already established; or, on an ad hoc or infrequent basis, top management (director or deputy director) of the employing agency, service, major command, or comparable organization.

The appellant's personal contacts are comparable to those described in Level 2 in which the primary contacts are with employees in the same agency, but outside the immediate organization to request or provide information or services, e.g., contractors and employees within the TSC and its customers. Level 3 is not met. The appellant's primary contacts are not with employees from outside the Department of the Army for which there is no routine working relationship already established; or, on an ad hoc or infrequent basis, top management (director or deputy director) of the employing agency, service, major command, or comparable organization. The appellant's work does not require regular contact with top management, such as the head of the agency or command.

Purpose of contacts

The purpose of personal contacts ranges from factual exchanges of information to situations involving significant or controversial issues and differing viewpoints, goals, or objectives.

At Level a, the purpose of contacts is to obtain, or provide facts or information needed to produce visual products. Facts or information may range from easily understood to highly technical.

At Level b, the highest level described in the guide, the purpose of contacts is to plan, coordinate, or advise on work efforts or to resolve technical problems influencing individuals or groups who are working toward mutual goals and are basically cooperative.

The purpose of the appellant's contacts meets but does not exceed Level b. The contacts are for the purpose of obtaining and exchanging information related to contract surveillance and evaluation assignments, as well as for planning, coordinating, and advising on work efforts or to resolve technical problems.

Factor 6 and Factor 7 are credited with Level 2b (75 points).

Factor 8, Physical demands

This factor covers the requirements and physical demands placed on the employee by the work assignments. This includes physical characteristics and abilities (for example, specific agility and dexterity requirements) and the physical exertion involved in the work (for example, climbing, lifting, pushing, balancing, stooping, kneeling, crouching, crawling, or reaching).

At Level 8-1 the work is primarily sedentary, as at a drawing board or computer keyboard, and requires no special physical demands

Level 8-2 work requires some physical exertion such as long periods of standing or recurring lifting of moderately heavy items. This is typical of work involving personal production or installation of exhibits, illustration work “on location,” or on-site inspection or supervision of one or more phases of the production of a visual product.

The physical requirements involved in the appellant’s duties fully meet Level 8-1 and fall short of meeting Level 8-2. The work requires no special physical demands. The work involves on-site inspection of visual products located within walking distance, as in the work area adjacent to the appellant’s office, to work areas located within a one-mile radius. The appellant uses a motor vehicle to access those far-reaching sites. Although the appellant’s work may involve some walking and standing, the work does not require the physical exertion of long periods of standing or recurring lifting of moderately heavy items, as described in Level 8-2.

This factor is evaluated at Level 8-1 (5 points).

Factor 9, Work environment

This factor considers the risks and discomforts in the employee’s physical surroundings and the safety regulations required.

At Level 9-1, the work is typically performed in an adequately lighted and climate controlled office and requires no special safety precautions. At Level 9-2, the work environment involves moderate risks or discomforts, such as working around with power tools or irritant or hazardous substances, and may require special safety precautions and the use of protective masks, gowns, goggles, gloves, or boots.

The appellant’s work environment is comparable to Level 9-1 and falls short of Level 9-2. The appellant performs work in an adequately lighted and climate controlled environment and generally requires no special safety precautions. The appellant performs on-site inspections in work areas where training devices are painted and produced by pouring plastic into molds and areas where equipment such as lathes and saws are used. Such equipment is appropriately annotated with safety markings. His duties do not require him to observe those processes within the proximity of where safety devices are required. Level 9-2 is not fully met.

Level 9-1 (5 points) is credited for this factor.

Summary

<i>Factor</i>	<i>Level</i>	<i>Points</i>
1. Knowledge required by the position	1-6	950
2. Supervisory controls	2-3	275
3. Guidelines	3-3	275
4. Complexity	4-3	150
5. Scope and effect	5-3	150
6. Personal contacts and	6-2	75
7. Purpose of contacts	7-b	
8. Physical demands	8-1	5
9. Work environment	9-1	5
<i>Total</i>		1885

The appellant's position warrants 1885 total points. The grade conversion table shows that 1885 points fall within the point range for GS-9 (1855 – 2100 points).

Decision

The appellant's position is properly classified as GS-1001-9, with the title to be determined by the agency.